

**SULLIVAN COUNTY NH
NURSING HOME RESIDENT TRUST FUND COMMITTEE
2007**

TITLE	NAME	TELEPHONE	EMAIL
County Treasurer <i>Trustee</i>	SWEENEY, CYNTHIA	Tel. 863-2560	None Available
State – County Delegate <i>Trustee</i>	DONOVAN, TOM	Tel. 542-0463	Email: mrtedd2001@yahoo.com
County Commissioner <i>Trustee</i>	JARVIS, ETHEL	Tel. 863-2560	Email: commissioners@sullivancountynh.gov
Nursing Home Administrator	WOJTKIEWICZ, SCOTT	Tel. 542-9511 Ext. 217	Email: swojtkiewicz@sullivancountynh.gov
Nursing Home Employee	WOODMAN, JULIE	Tel. 542-9511 Ext. 214	Email: juliew@sullivancountynh.gov

Purpose: To review each fund activity, and report (prior to September 1st) fund balances to the NH State Department of Revenue Administration, Attorney General's Office, and the County Annual Report. Committee meetings are held once per year, unless a special meeting is required.

Members: Board of three trustees (per RSA 23:14): County Commissioner, County Treasurer and a State – County Delegate

Governing RSA's: The NH State Revised Statutes Annotated (RSA) governing County trust funds can be viewed in their entirety in RSA 23:13 to 23:22.

Committee Policies:

- Purchases – Any purchase over \$500 requires a special meeting of the Trust Fund Committee (See minutes in Commissioners Office from committee meeting August 6, 2004)
- Investments – Will be placed in a bank or other constant instrument (i.e. money market funds, U.S. Treasury issues)